



State of Delaware
Department of Correction
245 McKee Road, Dover, DE 19904

Employee Development Center
Telephone (302) 739-5601 Fax (302) 739-5751



EDC TRAINING ANNOUNCEMENT

Foundation Skills for Trainers

DATE(s): March 2 – 6, 2009 **TIME:** 0900 to 1530

WHERE: EDC Room 762

**WHO SHOULD
ATTEND:**

Staff in the development process of becoming EP instructors.
Staff who is involved in agency training or have been identified for future development
This is a mandatory requirement for any staff member involved in the delivery of training. This training requires supervisor recommendation and approval.

**COURSE
DESCRIPTION:**

This 32-hour program will help participants develop the skills necessary for preparation, presentation, and platform delivery needed to conduct training using established curricula. Focus areas include the needs and characteristics of adult learners, learning styles, the role of the correctional trainer, managing a learner-centered training environment, asking and responding to questions, facilitating lesson plans, teaching to performance objectives, and basic teaching methods.

REGISTRATION INSTRUCTIONS:

Registration Forms and/or Questions concerning this training announcement should be directed to:

Juanita Evans
Phone: 302-857-5289 Fax: 739-5751
E-mail: Juanita.evans@state.de.us

DEADLINE: February 25, 2009

[Click Here To Complete The Travel Training Form](#)

